

**JOAN LASTOVICA**  
79 Magazine Street  
Cambridge, MA 02139  
(617) 864-0467

## **DESIGN ENGINEERING**

Engineering research and design. Prepared plans and specifications including quantity and cost estimates for: industrial parks, urban renewal projects, subdivisions (25 to 800 acres), building site works, flood plain studies, sanitary landfill with leachate control, grading, major urban highways and city streets (including horizontal and vertical alignment, interchanges and intersections, traffic signalization, drainage, pavement, commuter parking lot, right of way, maintenance of traffic, and sediment and erosion control).

Design and concept review of engineering projects and documents including: South West Corridor Project (MBTA Orange Line Extension).

Attended public hearings and project presentations; chaired technical meetings and client conferences.

Wrote technical reports, proposals, correspondence. Prepared bid documents for construction.

## **MANAGEMENT AND TRAINING**

Administration and technical direction of projects (Construction Costs \$25,000 to \$2.5 million).

Budgeted Project Fee and work hours. Established and maintained project schedules and record keeping.

Supervised and trained engineers, drafters and technicians. Prepared review evaluations.

Supervised and trained four successful salespersons.

## **PROMOTION AND SALES**

Developed training manual for sales. Organized department and proposed commission incentives.

Developed promotional campaigns and materials for market demographic research for alternative newspaper.

Achieved solid sales record and generated a 35% increase above preceding year.

Coordinated sales programs in major U.S. cities for hotel publication.

Skilled in telephone presentation and sales meetings.

## **PROFESSIONAL LICENSES**

Registered Professional Engineer, Massachusetts and Pennsylvania

## **EXPERIENCE AND EDUCATION**

Equal Times Newspaper

Executive Advertising Corporation

Fay Spofford & Thorndike, Inc.

Anderson-Nichols Co., Inc.

Gannett Fleming Corddry & Carpenter, Inc.

B.S. in Civil Engineering - New Jersey Institute of Technology



# CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139  
Tel. 498-9011

EXECUTIVE DEPARTMENT  
ROBERT W. HEALY  
City Manager

January 11, 1982

To the Honorable, the City Council:

Please be advised that I have appointed Ms. Joan Lastovica,  
79 Magazine Street, Cambridge, as City Engineer, effective January 18,  
1982.

Enclosed is a copy of Ms. Lastovica's resume.

Very truly yours,

Robert W. Healy  
City Manager

RWH/mbf  
Enc.

A-1

Agenda Item Number Thirteen

Re: appointment of Joan Lastovica as City  
Engineer, effective as of January 18, 1982.

In City Council,

January 11, 1982

1/14/82

Placed  
ON  
FILE